**Steps to Producing the Explorers Newscast**

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**Preproduction**:

1. Create a folder on the desktop – name it *Newscast*
2. Create a Word document – *yourname\_Newscast Sources*
3. Go to the website(s) your teacher provides
4. Research your topic and answer the questions.
5. Add your resources to your source document in your newscast folder.
6. Write script – save it as *yourname\_topic* in the newscast folder.
7. Ask your teacher read your script to check for your understanding.
8. Correct and revise script.
9. Find images and put in newscast folder.

• Make images full size. (If small it will be pixilated in the iMovie)

1. Add image resources to your source document in your newscast folder.
2. Read, rehearse, and time your script several times.

**Production**

1. Open iMovie
2. Click on Project Library
3. Make sure you on Storage 1
4. Create a New Project
5. Name the project
6. Create a title slide
7. Insert your images
8. Record your script.
9. Edit your narration.
10. Adjust the time of your images.
11. Share as a QuickTime movie *(When completely finished with the movie – this takes a while)*
12. Save as: *Your name(s)\_topic*
13. Export Using Quicktime *(Make sure it’s being saved in the Movies folder – NOT the desktop or documents)*

**Postproduction**

1. Put in teacher’s DropBox
2. Click on Connect To
3. Select your school from the list
4. Select Group folder
5. Choose the column view
6. Select Turn in
7. Find your teacher’s name
8. Drag the movie into your teacher’s dropbox *(Once you drop it in, you will not be able to see it or retrieve it from there.)*